

"Minority business enterprises are encouraged to respond to this solicitation notice."

PROJECT MANUAL

**Metal Shop Roof Replacement
Cambridge Marine Terminal
301 Cemetery Avenue
Cambridge, Dorchester County, Maryland 21613**

PROJECT # EC22-09502-22
BPM029473

MAINTENANCE CONTRACT

STATE OF MARYLAND
DEPARTMENT OF NATURAL RESOURCES
ENGINEERING & CONSTRUCTION

DATE: April 20, 2022

DATE BIDS DUE: **May 24th, 2022**

TIME: **2:00 P.M.**

BID FOR THIS SOLICITATION ARE BEING ACCEPTED SOLELY ONLINE THROUGH
<https://emma.maryland.gov>

NOTE: You are strongly urged to attend the pre-bid site visit in order to understand the scope of work. Those attending shall meet on **May 10th, 2022, at 10:00 a.m., Cambridge Marine Terminal, 301 Cemetery Avenue, Cambridge, Dorchester County, Maryland 21613.** If you cannot attend or need directions to the pre-bid visit or for clarification of the specifications please contact:

PROJECT MANAGER: Koren Lynch

410-270-7180

Name and address of Procurement Officer:

*Perry Otwell
Dept. of Natural Resources
Tawes State Office Building, D-3
Annapolis, Maryland 21401*

IV. DETAILED SPECIFICATIONS

A. SCOPE:

1. This project consists of the Contractor providing all labor, equipment, materials, supplies, insurance, etc., necessary to Replace Metal Roof on the Cambridge Shop building on property, known as the Cambridge Terminal, located at 301 Cemetery Ave, Cambridge, Maryland 21613.
2. The proposed project shall include, but is not limited to the following:
 - a. Remove and replace the metal roof system on Cambridge Shop building, approximately 3,000 sf. This includes roof panels, ridge panels, roof box vents and associated hardware, etc. Properly prepare the existing roof deck as per the roof manufacturer's written instructions.
 - b. Inspect the metal roof framing system and replace / sister any deteriorated metal as directed by the DNR Project Manager using Unit Price #1 and Unit price #2.
 - c. Remove and replace roof insulation, approximately 3,000 sf.
 - d. Remove and properly dispose of excess materials and debris off State property. Leave entire work site in a broom swept condition.

NOTE: All quantities and sizes listed above are approximate. The contractor shall be responsible to obtain his/her measurements for the project and bidding purposes.

B. QUALIFICATIONS OF THE CONTRACTOR:

1. Contractor shall be licensed in the State of Maryland as to preform work associated with this project.
2. Contractor shall have a minimum five (5) years' experience performing construction work of a similar nature.
3. Upon request, the Contractor shall supply to the DNR Project Manager a list of similar projects, which have been successfully completed by the contractor.

C. SITE INSPECTION:

1. The Pre-Bid Conference Meeting, site visit date, and time is listed on the cover of this Bid Package.
2. All prospective bidders are encouraged to attend the Pre-Bid Conference Meeting and familiarize themselves with the requirements for the project.

3. Failure to attend the Pre-Bid Conference Meeting, or visit the site, will not relieve the successful bidder from complying with the requirements of these specifications, at no additional cost to the Maryland Department of Natural Resources (DNR).
4. The contractor shall investigate the project site and satisfy themselves for, including but not limited to, the conditions affecting the work, access at the site, physical conditions at the site, the type of equipment this project requires, the facilities needed preliminarily for the work, and the facilities needed throughout the duration of work.
5. The contractor shall satisfy themselves as to the character, quality, and quantity of materials on the surface/subsurface, and any obstacles it may encounter, since this information is reasonably ascertainable from an inspection of the site.
6. Please contact Facility Manager for the Cambridge Marine Terminal, Mike Simonsen, by calling (410) 353-3119, prior to any site visit, other than the Pre-Bid Meeting.

D. SCHEDULE OF WORK

1. All work shall be coordinated with the Facility Manager and DNR Project Manager during the work initiation meeting.
1. Work shall be accomplished during the normal working hours of 8:00 a.m. to 4:30 p.m., Monday through Friday, unless permission is given in writing by the Facility Manager to do otherwise.
2. The Site is an active work environment and needs to always remain open to Cambridge Marine Terminal Staff.
3. All work shall be completed within 90 calendar days of the notice to proceed.

E. STANDARDS AND CODES:

1. All work shall be performed in a top-quality workmanship manner in accordance with the standard of the trade.
2. Prior to ordering any materials, the Contractor shall submit to the DNR Project Manager for approval all Manufacturers installation booklets and product data sheets.
3. Any materials that have not been specifically mentioned, but are necessary for the complete, safe, and satisfactory completion of the project shall be provided by the Contractor as if specified herein.
4. The Contractor shall comply with OSHA (Occupational Safety and Health Administration) and MOSHA (Maryland Occupational Safety and Health Administration) regulations regarding construction safety and health standards throughout the duration of this project.

5. All work shall be performed in accordance with applicable code requirements and standards as defined by the Maryland Code Administration "Maryland Building Performance Standards" (MBPS), and the latest editions of the:
- International Building Code (IBC)
 - International Residential Code (IRC)
 - International Plumbing Code (IPC)
 - International Mechanical Code (IMC)
 - National Electric Code (NEC)
 - International Energy Conservation Code (IECC)
 - National Fire Protection Association 101 Life Safety Code (NFPA)
 - Maryland Department of Transportation- State Highway Administration's (SHA) Standards and Specifications for Construction and Materials

And any local amendments or modifications to the Standards made by the local jurisdiction which may be applicable to the work.

F. MATERIALS AND SUPPLIES:

1. General:
 - a. All materials shall be as specified or approved equal by the DNR Project Manager. In the event the Contractor chooses to substitute materials other than those specified, the Contractor shall submit to the Project Manager all pertinent data to determine the "or-equal" rating, at least ten (10) days prior to the bid opening. The Project Manager will make his decision and notify the Contractor within five (5) days of receipt of this information as to the "as-equal" status.
 - b. All materials shall be new and delivered to the job site in their original unopened containers with labels intact and legible.
 - c. The Contractor shall be responsible for the coordination, off-loading and proper storage of all materials and supplies up until the time of the final inspection.
 - d. Materials shall be stored in a safe area, out of the way of traffic. Storage site location shall be approved by the Facility Manager prior to the storage of any materials on site. All materials and supplies shall be stored up off the ground surface and protected from weather with a waterproof covering. Any Special storage instructions required by the material manufacturer shall be preformed by the Contractor as if specified herein.
 - e. Any materials not specifically mentioned that are necessary for the complete, safe, satisfactory completion of the project shall be provided by the Contractor as if specified herein.

2. Specific:

- a. Metal Roofing Sheets: Shall be 24-gauge McElroy Multi-Rib Galvalume full length roof panels or approved equal. Coating shall be Kynar 500, color Galvalume. Panels shall have the purlin-bearing leg.
- b. Insulation: Shall be 4" thick insulation with WMP-10 by Lamtec, white-faced fiberglass blanket or approved equal.
- c. Ridge vents: Shall be Gravity Ridge ventilators by Design Components, INC. or approved equal. Nine-inch (9") throat by ten-foot (10') length, made from 26Ga Steel, Matt finish Galvalume. Provide dampers and cables to manually operate each vent.
- d. Roof Fasteners: Self-tapping screws and other acceptable corrosion-resistant fasteners recommended by metal panel manufacturer. Where exposed fasteners cannot be avoided, supply fasteners with EPDM or neoprene gaskets, with heads matching color of metal panels by means of factory-applied coating. Per manufactures installation instructions.
- e. Additional Hardware: All Hardware for securing roof panels, etc. shall be rated for exterior use and match, where applicable, in stye, color, etc.
- f. Metal Drip Edge: Shall be Aluminum 2" drip edge flashing, F style or approved equal. To be installed per manufacturer' s installation guide. Color to be Galvalume.
- g. Roof Purlin: Shall be 9 ½ x 3 ½" steel with a 5'-0" spacing as needed using **Unit Price #1**
- h. Eave Struts: Shall be 8 x 5 ¼" x 3 ½" steel as needed using **Unit Price #2**
- i. Joint Sealers: Shall be Manufactures standard liquid and preformed sealers and tapes:
 - a. Tape Sealers: Manufacture's standard non- curing butyl tape, AAMA809.2
 - b. Concealed Joint Sealant: Non- Curing butyl, AAMA 809.2.

NOTE: Panel profile shall be flat, and all colors shall be selected by Park Manager from Contractor's samples.

G. METHOD OF WORK:

1. General:

- a. All work shall be performed as called for in these written specifications.

- b. The Contractor shall coordinate all work with the various trades and suppliers to complete the project expeditiously and within the time limits of the contract.
- c. All work shall be performed in the best and most professional manner by mechanics skilled in their respective trade.
- d. All work shall be performed to minimize disruption to facility operations. It is understood that the Contractor shall maintain accessibility for vehicular and pedestrian traffic throughout the project.
- e. The Contractor shall provide and install adequate barricades, signs, etc., necessary to ensure public safety as approved by the Facility Manager.
- f. Throughout the duration of the project, the Contractor shall take steps to ensure building security and adequate protection for State property.
- g. The Contractor shall be responsible for the removal and disposal of all debris throughout the duration of the project.
- h. Upon completion of the project, the Contractor shall legally dispose of all excess materials and debris, leaving the site in a broom swept condition.
- i. The Contractor shall take steps to insure: a weatherproof roof, building security, minimum disruption to electric service, and adequate protection for State property.
- j. Any work that has not been specifically mentioned but is reasonably implied and is necessary for the safe and satisfactory completion of the project, shall be performed by the Contractor as if specified herein.
- k. The Contractor shall adhere to OSHA-MOSHA regulations throughout the project to ensure the safety of his/her employees, state employees, and the public.
- l. Cambridge is a public facility: all materials, equipment, portable toilets, etc., should be stored inside of safety fencing. The State will not be held responsible for any theft, vandalism, disturbance, etc. caused/allowed by lack of proper protection of the work site/materials.

2. Specific:

- a. Coordinate the sequence of work with the Facility Manager and DNR Project manager.
- b. Remove the existing metal roof panel systems in their entirety. This shall include, but is not limited to metal panels, metal, flashing, vents, drip

edge, etc. Dispose of the metal panels off site. If the metal panels need to be kept on site overnight, then they must be stored behind safety fencing or in a dumpster.

- c. Remove all gutters and downspouts. This shall include, but not limited to fasteners and gutter supports. Dispose of the metal off site
- d. Inspect the newly exposed roof framing members in the presence of the DNR Project Manager. If any issues or concerns are uncovered, notify the DNR Project Manager.
- e. At the direction of the Project Manager, remove any steel purlins that may appear in poor shape or have detrimental water damage using **Unit Price #1.**
- f. At the direction of the Project Manager, remove and replace with the specified steel, any Eave Struts that appear in poor shape or have detrimental water damage using **Unit Price #2.**
- g. Install the specific moisture barrier along the entire roof deck in accordance with the manufacturer's instructions. Panels shall run full length from 2" below eave to ridge. Secure panels to purlins with manufactures approved pre-finished screw fasteners. Cap ridge using manufacturing- approved metal ridge cap.
- h. Install new 2" metal drip edge as specified. Install per manufacturer's instruction and requirements.
- i. Steel panels may be cut with straight-cut snips, electric or pneumatic shears, a portable profile shear, or an electric nibbler. **DO NOT CUT WITH CIRCULAR SAW OR METAL CUTTING ABRASIVE BLADE.**
- j. Install new metal roofing system as specified in the manufacturer's instructions and requirements. Roof panels shall be installed in full length sections with no overlap seams.
- k. Install new box vents in same location, gable trim and eave trim as directed by the roof manufactures' written installation instructions.
- l. All excess materials and debris shall be removed from the work site and be legally disposed of off State property by the Contractor.
- m. Interior/exterior work areas shall be left in a "broom swept" condition. All areas shall be cleaned to remove debris, fasteners, and metals etc. from the pavement.
- n. Any furniture, equipment, supplies, etc., relocated during construction shall be returned to original location.

- o. Any damages to State property shall be corrected to the satisfaction of the State.
- p. Disturbed area shall be repaired to a pre-construction condition.

H. WARRANTY AND GUARANTEE:

- 1. The Contractor shall guarantee in writing his/her work for a period of two (2) years from the date of acceptance.
- 2. Any defects found within the warranty period shall be repaired or replaced by the Contractor at no additional cost to the State.
- 3. Upon completion, the Contractor shall submit to the DNR Project Manager the Roof manufacturers printed warranty and systems used on the project.
- 4. Acceptance by the DNR Project Manager of any procedures, materials, workmanship, or final product does not relieve the Contractor of his/her contractual requirements.
- 5. All work is Subject to inspection and approval of the DNR Project Manager and Facility Manager.

I. GENERAL REQUIREMENTS:

- 1. The Maryland Dept. of Natural Resources "Instructions to Bidders for Construction Projects and General Conditions of Contract between Owners and Contractors", revised August 2013, are hereby made part of these specifications.
- 2. All work shall be coordinated with the Facility Manager and DNR Project Manager during the work initiation meeting.
- 3. Work shall be accomplished during the normal working hours of 8:00 a.m. to 4:30 p.m., Monday through Friday, unless permission is given in writing by the Facility Manager to do otherwise.
- 4. The completed project is subject to the inspection and approval of the Facility Manager and DNR Project Manager.
- 5. The requirements stated in the latest edition of the Department of General Services" Instructions to Bidders for Construction Projects- General Conditions" are hereby made a part of these documents.
- 6. At the meeting for Substantial Completion, or prior to that time, the Contractor shall submit to the Project Manager three (3) sets of Close Out Documents:
 - a. Warranties, extended warranties, etc.

- b. Operations and maintenance Manuals required under the contract.

J. METHOD OF BIDDING:

1. All bids shall be submitted online via eMaryland Marketplace Advantage (eMMA) at <<https://emma.maryland.gov>>. **(NO PAPER BIDS)**
2. On eMMA opposite "Total Bid," the contractor shall insert a lump sum bid to complete all work described herein. Bid amount must also coincide to the amount on the Bid Form that is attached, and all supporting documents completed, to be a full and valid bid.
3. The project will be awarded to the contractor submitting the lowers Base Bid, demonstrating the ability to fulfill the requirement for this project.
4. See Section V. "ALTERNATES AND UNIT PRICES" below, for additional bidding requirements.

K. METHOD OF PAYMENT

1. After satisfactory completion and acceptance of the work, the Contractor shall submit an invoice to the DNR Project Manager for processing and payment.
2. Payments shall be made in accordance with *General Conditions, Terms and Conditions*.

V. ALTERNATES AND UNIT PRICES

A. ALTERNATES:

1. On the bid form opposite **Add Alternate #1** the contractor shall inset a lump sum bid to remove and replace Gutters, Gutter Guards and Gutter Downspouts with associated hardware.
 - a. Remove and install approximately 200 LF of Gutters, Gutter Guards and 50 LF of Downspouts.
 - i. Gutters: Shall be BERGER K- Gutter System 5"- or approved equal. System shall include BERGER end caps, hidden hangers, and splash blocks. Color shall be white.
 - ii. Gutter Downspouts: Shall be BERGER Downspouts or approved equal. They shall be 2"x 3" – supplied with brackets and all necessary fittings for a complete installation as per manufacturer's instruction. Color shall be white.
 - iii. Gutter Guards: Shall be BERGER K- Style Gutter Shingle or approved equal.
 - b. Remove and properly dispose of excess materials and debris off State property. Leave entire work site in a broom swept condition.

B. UNIT PRICES:

1. The Contractor shall insert a cost per linear foot X an estimated 100 LF = Total **Unit Price #1** to remove and replace deteriorated/damaged steel Purlins as directed by the DNR Project Manager.
2. The Contractor shall insert a cost per linear foot X an estimated 50 LF = Total **Unit Price #2** to remove and replace deteriorated/damaged Eave Strut as directed by the DNR Project Manager.

NOTE: Unit Prices will be used to increase/decrease the contract price based on actual quantities installed. Adjustment to the contract will be made by change order as required by Section 2B of the Instructions to Bidders.

VI. DRAWINGS

A. No Drawings